

**Eastford's Readiness Council**  
**Date: November 2, 2015**  
**Eastford Elementary School**  
**Unapproved Minutes**

**Members Present:** Heather Tamsin, Terry Cote, Jen Barlow, Ashlyn Ellsworth, Janelle Marengo, Michelle Bibeault, Linda Loretz, Jenn Norman

**Members Absent:**, Jacki Budd, Catherine DePercio, Susan Shead, Robin Bibeault, Christine Kopplin

**Public:** none

1. **Audience of Citizens-** none
2. **Review Proposed Agenda-** none
3. **Review Minutes from October** - Change date at the top
4. **Update on the Program-** The Preschool Information Night was held with 3 families in attendance. The class went to the Bison Farm on Friday with Kindergarten and learned how to make butter! Their next field trip will be to the town library on Nov. 24 with invites to community families to join and come back to school for more "thankful" activities. The class is fortunate enough to have enough parent volunteers so that there is almost one parent volunteer each day for centers time. Parent - teacher conferences are scheduled for next week.
5. **Program Report-** All topic are later on the agenda
6. **Old Business-**
  - 6.1 **Non-Residency-** Mrs. Loretz shared information that our lawyer drew up for our review. Keeping this advice in mind, a motion was made by Michelle Bibeault to not accept the non-resident policy. Terry Cote seconded the motion. Discussion came up that our time should then be used to work harder on our outreach to upcoming families that could be part of the program. Ideas that came up were to start a facebook page, send a gift to families that just had a baby, have an event that would be just for under 5 year old children, advertise at the local playgroup at EBC, advertise to the public about the BASP for families that are looking for daycare hours, and possibly even get a staff member in the BASP to be NAEYC accredited. All were in favor to not accept the non-resident policy and will instead put efforts into outreach.
  - 6.2- **Challenging Behavior and Animals in the classroom 2<sup>nd</sup> reading-** It was brought up that we could possibly combine a few policies on behavior. All were in favor to accept the policies as is.
7. **Budget Report-** The Budget Report was shared with the council.

8. **New Business-**

8.1 **Review Green Cleaning Policy and Staff & Volunteer Orientation Policies-**

Green cleaning is a school board policy and there is a new updated version to use. The other cleaning policies in use will be taken from the NAEYC website. The updated policies will be added to the program's policies. Staff and Volunteer orientation: accepted as is.

8.2 **Meetings for 2016:** A list of meeting dates for the 2106 school year was handed out. The March meeting will be changed from the 1st to 7<sup>th</sup>. Michelle Bibeault made a motion to accept the dates with the change. Terry Cote seconded the motion and all were in favor.

9. **Citizen's Participation-** Terry Cote would like to create a new flowchart to not include non-residents. Michelle Bibeault and Jen Barlow will meet to come up with ideas for outreach.

10. **Items For Next Flowchart**

Child was in the program prev. year

Child will be 3 or 4 by December 31

1

2

3

**Meeting (December 7, 2015)- Outreach,**

Family income is at or below 75% State Median Income (60% or more of total slots)

Family Income is above 75% SMI

**Yes**  
Top Priority In

**No**  
Refer to Family

**Yes**  
Priority for remaining slots after returning

**No**  
See Criteria for Family Income above 75%

No slots remaining for remaining slots after returning students and families

Partial Day  
First come, first serve based on date registration was

Full School Day  
First come, first serve based on date registration was

If slots remain after returning students, families at or below the 75% SMI and Eastford Families above 75% SMI, then non-resident families above 75% SMI may fill available slots based on date complete registration

If at least 60% of slots are not filled by the families at or below 75% SMI, slots are available to non-resident families at or below the 75% SMI based on date complete registration